

STATE OF SOUTH DAKOTA
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL AVENUE
PIERRE, SOUTH DAKOTA 57501-3182

Attorney Services for the Department of Social Services
Division of Child Support
Responses to Vendor Questions

PROPOSALS ARE DUE NO LATER THAN April 14, 2021_5:00pm CST

RFP #2262

BUYER: Division of Child Support

POC: Dawson Lewis
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| # | Vendor Question | Answer |
|---|---|--|
| 1 | Q: Can an individual submit a proposal if they have taken the BAR exam but may not receive the results by April 14 th , 2021? | A: Yes, any interested individual can submit a proposal for this RFP. The individual's current certification status should be noted in section 3.2. |
| 2 | Q: Please provide clarification regarding the <i>performance standards</i> referred to in Section 3.5.2.21 of the RFP. Your inquirer is aware of its responsibilities as a lawyer to be competent, prompt and diligent, and to adhere to South Dakota's Rules of Professional Conduct. Your inquirer is further aware of the duties and responsibilities outlined in the RFP, Agreement for Child Support Legal Services, and the regulations and requirements of Title IV-D and Title IV-A of the Social Security act. Are there other performance standards DCS has implemented? | A: The details provided in the Offeror's question covers all areas where performance standards are required. Section 3.5.2.21 requests the offeror to provide their methodology which ensures they not only meet, but also how they will continue to meet the performance standards identified throughout the RFP and those that may be provided in the future. |
| 3 | Q: Please provide clarification regarding the term <i>special project constraints</i> contained in Section 4.4 of the RFP. | A: Special project constraints are factors that can impact quality, delivery, and overall service provided. Constraints may include but are not limited to cost, quality, schedule, and scope. |

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| 4 | <p>Q: Subpart 5.2: As I understand the instructions, we are to submit the proposal via PDF loaded onto a USB thumb drive, and then mailed to the mailing address provided in Pierre, SD in a sealed envelope. Do you want the PDF “bookmarked” for the specific sections, RFP Form, Executive Summary, and Detailed Response?</p> | <p>A: Yes, the PDF loaded to the USB thumb drive should be organized and tabbed in the same manner as a hard copy proposal would be submitted.</p> |
| 5 | <p>Q: Subpart 4.6(d) references a “correct number of copies”. We did not find where that is specified? Is there a specific type and number of copies that are required?</p> | <p>A: Subpart 4.6 (d) identifies correct number of copies and/or electronic version of the RFP. Section 1.4 and Section 5.1 identify the requirement of a single USB Thumb Drive be submitted.</p> <p>Criteria under 4.6(d) will be met with the appropriate USB being received as identified in the previously identified sections.</p> |